



Managing the Federal Employee Discipline and Performance Process

Date

Wednesday, January 23 -
Thursday January 24, 2008

Time

9:00 a.m. — 4:00 p.m.
(Registration begins at 8:30 a.m.)
There is no entry to the Library of Congress prior to 8:30 a.m.)

Place

The Library of Congress
Madison Building
Mumford Room, 6th Floor
101 Independence Avenue, S.E.
Washington, DC

Metro/Directions

Capitol South
(Orange/ Blue Lines)

Sponsor

FLICC Education Working Group

Information

Call FLICC (202) 707-4813
TTY (202) 707-4995
Request ADA Accommodations
five business days in advance at
ADA@loc.gov.

Cancellations

Make cancellations 48 hours
prior to the start of an event or
the full fee will be charged.

Registration

\$470 for FT Accounts/
\$495 all others. Register
online at <http://www.loc.gov/flicc/feveform.html>.
Save \$780 off the regular
price!

*T*his two-day workshop gives federal managers the tools and strategies needed to handle employee discipline and performance issues while addressing the management training requirements of the 2004 Federal Workforce Flexibility Act. Using case studies and candid interactive dialogue, the course focuses on federal personnel employment law to offer participants a broad oversight of such laws and policy updates on employee and employer rights.

*P*rogram Benefits:

- ~ Insight into the federal personnel process and the rights and responsibilities of management
- ~ Confidence in dealing with EEO complaints, difficult employees, inappropriate conduct, insubordination or poor performance
- ~ Understanding of disability laws and responses to requests for reasonable accommodation

*C*ompetencies:

- ~ Human capital management
- ~ Leveraging diversity

*W*orkshop instructor:

Robin Wink is a practicing attorney from the Washington, D.C. area. She retired from the federal government after 26 years of service in several federal agencies and the U.S. Air Force. She most recently served in as Assistant Chief Counsel for Administrative Litigation at the Transportation Security Administration in the Department of Homeland Security.